

Committee name: Gleason Public Library Trustees

Meeting date: January 20, 2022

Zoom meeting only due to COVID-19

Meeting Minutes

Present: Christine Stevens, Karen Gettings, Dale Joachim, Martha Feeney-Patten, Maxine Crowther

1. Call to order 5:02PM
2. December minutes are approved.
3. Director's report. 2022 budget on track. 2023 COLA not yet set. May need to explore alternative funding sources for PFAS solution. Assistant librarian to start on Monday. Working on dementia grants.

Library reopening review: Circulation and building usage have held steady-- recent surge in COVID cases in Carlisle has not slowed down patron in-person visits. Mask compliance is good; current mask mandate in place through Feb. Children's programming preference for in-person in the Children's Room; adults prefer online programming. Hollis room remains closed; small study room available for drop in use. Trustees would like to see more programming targeting the teen population.

4. Updates on the local private foundation donation proposal: Trustees asked potential donor to submit a proposal, documenting his vision.
 5. Annual report to the town: Trustees approve annual report as written. It will be available online and in print at the library.
 6. Fundraiser update: Christine will submit some grant writeups to local organizations. At next meeting, we will review potential ideas for 2023 fundraisers.
 7. Maternity Leave plans memo: Trustees reviewed and approved Martha's maternity leave plan as written and greatly appreciate her thorough plans for an orderly handoff.
 8. Proposal for acting director stipend: Trustees reviewed and approved a separate stipend to Jennifer Pike (an additional \$170 for 12 weeks), as documented in Martha's maternity leave plan. Christine will submit change in pay form for Jennifer Pike's stipend.
 9. New items: Final contract to the architect pending trustees' review.
 10. Set next meeting date: February 17, 7 pm. Jennifer Pike will join us. Martha may or may not be in attendance at the March meeting which will be held March 8, 6 pm (trustees meeting), followed by Endowment meeting at 7 pm.
 11. Adjourn at 5:42 pm
- Minutes prepared by Christine Stevens and approved on February 17, 2022.